

The regular meeting of Council of the Municipal District of Wainwright No. 61 was held in the Municipal Administration Building, Wainwright, Alberta on Friday, January 16th, 2015 commencing at 9:00 a.m.

Present: Reeve Bob Barss, Councillors Oscar Buck, Ted Wilkinson, Myron Zajic, Phil Valleau, Bill Lawson and Bruce Cummins. Staff present: Municipal Administrator Kelly Buchinski, Assistant Municipal Administrator Bonnie Milton and from the Star News, Kelly Clemmer (9:45 a.m. to end).

CALL TO ORDER

The Reeve called the meeting to order at 9:00 a.m.

Reeve Barss in the Chair.

This is the official record for the proceedings.

- 1.15 Moved by Clr. Zajic that the agenda be adopted as presented. CARRIED
- 2.15 Moved by Clr. Cummins that the following items be added to or removed from the agenda:
- Administration & Taxation
- q. Donald L. Isaman Professional Corporation Letter re: 2014 Annual audit of the Financial Statements CARRIED UNANIMOUSLY
- 3.15 Moved by Clr. Valleau that the minutes of the Council Meeting held December 16th, 2014 and the Special Meeting held December 17th, 2014 be adopted as presented. CARRIED

NEW BUSINESS

Agriculture Service Board

The Agricultural Fieldman, James Schwindt, attended the meeting from 9:05 a.m. to 9:12 a.m. and reported to Council on the activities of the Agricultural Services Department for the past month.

- 4.15 Moved by Clr. Zajic that the Agricultural Fieldman's report be accepted as presented along with strychnine information. CARRIED

A copy of the October 31st, 2014 ASB Minutes were received and distributed to Council.

The Agricultural Fieldman, James Schwindt, handed out the 2015 Provincial ASB Conference Agenda and the hotel confirmation numbers to Council.

Safety & Utilities

The Safety & Utilities Manager, Preston Iverson, attended the meeting from 9:12 a.m. to 10:17 a.m. and reported on the activities of his department for the past month.

- 5.15 Moved by Clr. Cummins that the Safety & Utilities Manager's report be accepted as presented. CARRIED
- 6.15 Moved by Clr. Buck that the Utility Reconnection/Disconnection Fee Agreement be added to the policy under Public Works Schedule 19 as presented. CARRIED

IN-CAMERA

- 7.15 Moved by Clr. Wilkinson that Council recess for a private meeting as per Section 197(2) of the Municipal Government Act 2000 and amendments. (9:20 a.m.) CARRIED

- 8.15 Moved by Clr. Lawson that Council reconvene to the regular meeting. (9:25 a.m.) CARRIED

Recreation & Community Services

Public Works

The Director of Public Works, Shannon LaHaye, and the Director of Transportation, Mark Greibrok, attended the meeting from 9:12 a.m. to 10:17 a.m. and reported on the activities of their respective departments for the past month, including the grader report for December 2014 and the 2014 metric tonnes of gravel per division reports.

- 9.15 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 approve the Director of Transportation's report as presented. CARRIED

- 10.15 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 approve the Director of Public Work's report as presented and Council authorized him to engage a grade 11 student in the High School RAP Program. CARRIED

Council discussed different options with regards to Peterson Estates Drainage. It was the consensus of Council for the Director of Public Works to discuss options with R. Dale Oilfield Services and bring back findings to a future meeting.

A memo from the Director of Public Works, Shannon LaHaye, was received and distributed to Council with regards to concrete options on the front of the Gratton Coulee culvert and extra costs of \$30,000.00. It was the consensus of Council to have the Director of Public Works, Shannon LaHaye look into costs of different size culverts and bring back findings to a future Council meeting.

The following request for quotes were received and distributed to Council for 2015 bridge repair on BF 70948 and BF 70949:

Company	Price
Bridgemen Services Ltd.	\$114,000
Formula Alberta Ltd.	\$128,000
Fort Richmond Construction (FRC Group)	\$150,000
Carmacks Enterprises Ltd.	\$194,500

- 11.15 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to hire Bridgemen Services Ltd. to repair BF 70948 and BF 70949 for a cost of \$114,000 plus applicable taxes. CARRIED

The Municipal Administrator submitted an agreement with Alberta Transportation for dust control on S.H.'s 614 and 894.

- 12.15 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 be authorized to enter into a five year agreement effective April 1st, 2015 with Alberta Transportation for dust control on S.H.'s 614 and 894. CARRIED

A memo from the Municipal Administrator, Kelly Buchinski, was received and distributed to Council advising options for the 2015 Gravel Hauling Contract.

- 13.15 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 be authorized to extend Holt Transport's Gravel Hauling Contract for the 2015 season for the same rate of \$0.239. CARRIED

Gravel Truck and Trailers – no action.

A memo from the Municipal Administrator, Kelly Buchinski, was received and distributed to Council advising the options for the 2015 Gravel Crushing Contract.

- 14.15 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 be authorized to extend GSC Energy Services Gravel Crushing contract for the 2015 season with the following rates:
- Modified 4:20 Spec. (3/4") \$5.21/mt
 - Modified 4:40 Spec. (1 1/2") \$5.16/mt
 - Elimination \$0.22/mt up to 20%
\$0.01/mt each 1% over 20%

CARRIED

Council discussed the purchase of a new or used loader for the 2015 budget.

- 15.15 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 authorize the Director of Public Works to proceed with a Request for Proposal (RFP) for a new loader. CARRIED

Finance

The Municipal Accountant, Karrie Gau, attended the meeting from 10:17 a.m. to 11:00 a.m. and reported to Council on the finances for the past month.

- 16.15 Moved by Clr. Buck that the accounts recorded on the attached list in the amount of \$2,988,619.40 covered by debit memos 2225 to 2242 and cheques numbered 70649 to 70817 be approved and paid and furthermore that payroll payments as per the attached list totaling \$198,347.03 covered by EFT's numbered 900025712-900025831 be ratified. CARRIED

- 17.15 Moved by Clr. Wilkinson that the financial statement of receipts and disbursements for the month ending December 31st, 2014 be adopted as written and incorporated into these minutes. CARRIED

A copy of the reserve statement as of December 31st, 2014 was received and distributed to Council.

DELEGATIONS

The Computer/Information Analyst, Stephen Atkins, demonstrated the new website layout to Council.

Administration & Taxation

A copy of the monthly status report was received and distributed to Council.

A copy of a memo from Municipal Accountant, Karrie Gau, was received and distributed to Council with regards to the 2014 627H Scraper being leased until February 15th, 2015.

- 18.15 Moved by Clr. Cummins that the Municipal District of Wainwright No. 61 be authorized to purchase the 2014 627H Cat scraper S/N CAT0627HLDBW00346 for the balance of \$717,463.28 plus applicable taxes at the end of January 2015. CARRIED

Tax Clerk, Karen Steele, advised Council by memo that as of December 31st, 2014 the tax collection rate was 99.38%.

- 19.15 Moved by Clr. Valleau that the Municipal District of Wainwright No. 61 participate in the 2015 Wainwright Chamber Expo on April 18th & 19th and that registration be made to register a booth. CARRIED

A copy of a letter from Leon Benoit, MP was received and distributed to Council requesting assistance in identifying members of the community who volunteer.

- 20.15 A letter from Gord Snyder, Director of Go East Regional Tourism Organization (RTO) was received and distributed to Council requesting Council to join as a member.

- 21.15 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 be authorized to send a letter to Gord Snyder, Director of Go East Regional Tourism Organization (RTO) noting that we deal with this organization through Wainwright Economic Development. CARRIED

The Assistant Municipal Administrator, Bonnie Milton, advised Council that the Ramada Inn has been booked for the Planning Meeting on March 2nd, 2015 @ 9:00 a.m.

- 22.15 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 approve the creation of two new positions, being Director of Road Construction and the Director of Transportation, Safety and Utilities and that Mark Greibrok and Preston Iverson be appointed to these positions respectively and further that the job description for these positions presented here at this meeting be forwarded to the 2015 Policy Manual. CARRIED

- 23.15 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 be authorized to research the cost of aerial photos in partnership with surrounding municipalities. CARRIED

A copy of a letter from Kent Larouche, on behalf of the Chauvin 4-H Beef Club, was received and distributed to Council requesting a \$500.00 sponsorship to purchase two buckles for the annual Wainwright and District Beef Show and Sale on June 3rd, 2015.

- 24.15 Moved by Clr. Buck that the Municipal District of Wainwright No. 61 support the Chauvin 4-H Beef Club by donating \$500.00 towards the purchase of two buckles for the annual Wainwright and District Beef Show and Sale on June 3rd, 2015. CARRIED

- 25.15 Moved by Clr. Lawson that the Municipal District of Wainwright No. 61 authorize Council, the Director of Public Works, the Director of Transportation, Safety and Utilities, Director of Road Construction and the Municipal Administrator to attend the AAMDC Spring Convention in Edmonton from March 16th to 18th, 2015. CARRIED

- 26.15 Moved by Clr. Zajic that the Municipal District of Wainwright No. 61 authorize Council and the Municipal Administrator to attend the FCM conference in Edmonton on June 5 to 8, 2015. CARRIED

A copy of the AAMDC 2015 Advocacy Report card was available for Council to look at.

A copy of the FCM Highlights was available for Council to look at.

A copy of the AAMDC Contacts and Member Bulletins was received and distributed to Council.

A copy of a letter from Donald L. Isaman Professional Corporation was received and distributed to Council regarding the 2014 annual audit of the financial statements.

Protection to Persons and Property

Municipal Property

Health & Social Services

Environment

Bylaws

Development

The Development Officer, Kim Christensen, attended the meeting from 11:00 a.m. to 11:07 a.m. and reported to Council on the activities of the Development Department for the past month.

- 27.15 Moved by Clr. Cummins that the Development Officer's report be accepted as presented. CARRIED

A copy of the January 12th, 2015 MPC minutes was received and distributed to Council.

- 28.15 Moved by Clr. Wilkinson that the Municipal District of Wainwright No. 61 have no objections to the proposed subdivision in the NE 25-45-5 W4M subject to re-zoning and that the approaches be upgraded to 40 feet and further that an approach be put in to the remainder of the quarter. CARRIED

A follow up letter was received from Majeski & Company in regards to the discharge of Caveat No. 862 102 586 at Clear Lake. It was the consensus of Council to proceed with executing the discharge of caveat.

PAYSHEETS

- 29.15 Moved by Clr. Cummins that the paysheets be approved as presented. CARRIED

COMMITTEE REPORTS

- 30.15 Moved by Clr. Wilkinson that the following Committee Reports be accepted as presented: Wainwright Seed Cleaning Plant, Edgerton Seed Cleaning Plant, Family & Community Services, Battle River Foundation, Wainwright Waste to Energy Authority, Wainwright Ambulance, East Central E911, Community Health Foundation, Northern Lights Library Systems and Wainwright Economic Development Board. CARRIED

- 31.15 Moved by Clr. Cummins that this meeting be adjourned (11:17 p.m.). CARRIED

Reeve

Municipal Administrator

Assistant Municipal Administrator

(1/2 day)